



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

INDUSTRIAL HYGIENIST III

Class No. 003162

■ CLASSIFICATION PURPOSE

Under general supervision to participate in a comprehensive industrial hygiene program for County of San Diego employees; conduct the more complex hazard evaluations of County worksites; identify and control occupational health hazards; supervise the subordinate staff; and to perform related work as required.

■ DISTINGUISHING CHARACTERISTICS

This is a one-position class found in the Department of Health Services and in the supervisory position in the Industrial Hygienist series in the Occupational and Radiological Health Division of Environmental Health Services. The incumbent reports directly to the Chief, Occupational and Radiological Health Division, and is responsible for assisting the Chief with the day-to-day activities of the Industrial Hygiene Program, and for performing other high-level industrial hygiene duties.

■ FUNCTIONS

The examples of functions listed in the class specification(s) are representative but not necessarily exhaustive or descriptive of any one position in the class(es). Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.

Essential Functions:

1. Assists the Division Chief with program development, goal setting, problem resolution, long and short term planning, coordinating and/or conducting major studies and investigations, identification training needs and the training of new staff.
2. Conducts preventative and specially requested hazard evaluations of above average difficulty.
3. Makes recommendations for control of hazardous conditions.
4. Supervises day -to-day operations of the County Bulk Asbestos Lab.
5. Assigns, supervises, and evaluates the work of subordinate staff.
6. Administers the County Hazardous Waste Information Program.
7. Provides consultative service and technical guidance to local industry, private agencies, and individuals.
8. Analyzes environmental samples including asbestos.
9. Conducts research on occupational health and assists in the development of programs for the education of County employees relating to occupational health and hazards in the workplace.
10. Conducts inspections of facilities to identify asbestos.
11. Assists in the development of asbestos management plans.
12. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- County customer service objectives and strategies.
- Principles of supervision and training.
- Methods, techniques, and practices used in determining and controlling occupational health hazards.

- Principles of industrial hygiene and environmental health.
- Cal/OSHA rules and regulations and applicable EPA standards.
- Investigations and inspection procedures.
- The use of personal protective equipment.
- Toxicology, chemistry, and laboratory techniques for hazards material identification including asbestos.
- Laboratory quality control procedures.
- Asbestos Hazards Emergency Response Act (AHERA).
- Bulk Asbestos Analysis via polarized light microcopy.

Skills and Abilities to:

- Supervise technical and professional staff.
- Develop and conduct industrial hygiene programs.
- Identify training needs, and train staff.
- Coordinate major studies/investigations.
- Supervise environmental health laboratory.
- Communicate effectively in oral and written form.
- Resolve compliance and investigation problems of above average difficulty.
- Establish and maintain effective working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Collect and interpret statistical data.
- Inspect facilities to identify asbestos containing materials.
- Analyze laboratory samples including asbestos.
- Treat County employees, representatives of outside agencies and members of the public with courtesy and respect.
- Assess the customer's immediate needs and ensure customer's receipt of needed services through personal service or referral.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience is: bachelor's degree from an accredited college or university in Industrial Hygiene, Occupational Health, Environmental Health, Chemistry, or closely related field; AND, a minimum of four (4) years of increasingly responsible full-time industrial hygiene work experience which clearly demonstrates possession of the knowledge and skills listed above.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification(s). Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Continuous upward and downward flexion of the neck. Frequent: sitting, repetitive use of hands to operate computers, printers and copiers. Occasional: walking, standing, bending and twisting of neck, bending and twisting of waist, squatting, simple grasping, reaching above and below shoulder level, and lifting and carrying of files weighing up to 10 pounds.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own vehicle.

Certification/Registration

EPA accreditation as a Building Inspector and Management Planner for Asbestos are required. Certification in the comprehensive practice of Industrial Hygiene and EPA accreditation as Asbestos Contractor Supervisor are preferred.

Working Conditions

Possible exposure to noise, dust, mists, fumes, radiation, hazardous chemicals and asbestos. May be required to wear respiratory protection during the course of work.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

New: August 18, 1989
Revised: October 16, 1991
Reviewed: Spring 2003

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Union Code: PR

Variable Entry: Y